



Assessing Asthma Friendly School Policies and Practices Checklist

Project Goal:

- **Individual Grantees:** Complete an assessment of your school's policies as they relate to asthma and present this information to your school administrators or school board
- **Group Grantees:** Have each nurse in your group assess school policies at a different school, or have your group assess policies for an entire school district; in either case, present this information to the school administrators or school board

Preparation:

- ☐ Download copies of the asthma friendly school policy checklist form and presentation template from <http://dphhs.mt.gov/asthma>, or request copies from Matthew Herington
- ☐ Locate your school policy manual and request permission to review the policies
- ☐ Review the manual to locate policies related to school health services and coordination and a healthy school environment
- ☐ Use the asthma friendly school policy checklist form to assess the gaps in asthma friendly school policies and procedures at your school
- ☐ Time permitting, consider meeting with a maintenance or facilities staff person to learn more about the environmental policies and practices at your school or in your district
- ☐ Schedule a time to meet with school administrators or the school board for a presentation on their asthma friendly school policies and procedures
- ☐ Use the asthma friendly school policy presentation template to fill in your findings and recommendations

Follow-Up:

- ☐ Present your findings to the school administrators or school board; note how the recommendations are received and if any action steps are taken as the result of your recommendations

Report Results:

- ☐ Complete the outcomes report form and return it to Matthew Herington by December 15, 2010

For More Information:

Matthew Herington, 406-444-0955, mherington@mt.gov